

Admin Notifications for Deployment Processes

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Using email templates, you can automatically notify specified recipients whenever a deployment process executes. For additional granularity, there is also an option to [send a notification when an individual deployment within a deployment process begins](#).

Prerequisites

- SMTP service connection added
- Recast v5.10.2506 or later installed

Add an Admin Notification Recipient

When adding an email recipient, you'll choose the template used to send success notifications. Failure notifications always use the default template. Success and failure notifications are both enabled by default.

To add an email recipient:

1. On the Patching Settings page, click the **Environments** tab and select an environment.
2. Open the **Deployment Processes** > **Basic** tab or the **Deployments** > **Basic** tab, depending on the email template type.
3. In the **Recipients** section, click **Add Recipient**.
4. Enter the **Recipient Name** and **Email** address.
5. Select an email **Template** from the drop-down menu.
6. Choose whether to send the recipient success and/or failure notifications. By default, both options are set to 'Yes'.
7. Click **Save & Close**.

View Email Templates

You can view existing notification templates on the **Settings** page by opening the **Email Templates** tab. If you have not created any additional email templates, only the Default Deployment Process Template and Default Deployment Template will appear.

Settings

Environments **Email Templates**

+ Add Email Template ...

Template	Type	Usage	Actions
Default Deployment Process Template	Deployment Process	2	Preview ...
Default Deployment Template	Deployment	11	Preview ...
Deployment Process Template 1	Deployment Process	9	Preview ...

- Click the **Template** name to see the text and variables it includes
- Click the **Usage** number to see the deployment processes or deployments where the email template is used
- Click **Preview** to see a sample of the email notification using this template

Create a Deployment Process Email Template

For success emails, you have the option to create additional email templates that include the exact wording and specific details you choose.

Recast

To create an email template:

1. On the **Settings** page, select the **Email Templates** tab.
2. Click **Add Email Template**.
3. In the side panel that opens, enter a **Template Name**.
4. For the email template **Type**, choose 'Deployment Process'.
5. Enter **Subject** line and email **Body** text. In either field, you can choose to add one or more variables from the drop-down menu.

Deployment Process Template Variables: Publisher, Application, Version, Language, Architecture, Application Display Name, Deployments Process Name, Deployment Process Start Time

6. Click **Save & Close**.

Edit an Email Template

To edit the content or layout of an email template:

1. Click on the **Template** name to open the side panel.
2. Make your changes and click **Save**.

NOTE: You cannot edit the content of the Default Deployment Process Template or Default Deployment Template.

Delete an Email Template

To delete an email template:

1. Under **Actions**, click the ellipsis (...).
2. Select **Delete Email Template** and confirm the deletion. This action cannot be undone.

NOTE: You cannot delete the Default Deployment Process Template or Default Deployment Template.
